


OFFICE OF THE DIRECTOR
NATIONAL FOREIGN ASSESSMENT CENTER

27 September 1978

NOTE FOR: All NFAC Production Offices
Director of Central Reference
Director of Imagery Analysis ✓

FROM :


Associate Director-Management
National Foreign Assessment Center

I would like from you by 6 October a statement of your requirements for GS-15 and supergrade intelligence specialists. In drawing up these requirements, I want you to do it on the merits of the case and not to consider the wherewithal to support these specialists positions. Your statement should have two parts: the first, a justification for the senior/supergrade intelligence specialist position and secondly, a statement of the qualifications which must be attained by an individual occupying such a position.

I am also attaching for your information some thoughts on this subject provided by the NFAC MAG.

Attachment



ACTION

STATINTL

SUBJECT: Requirements for GS-15 and Supergrade
Intelligence Specialists

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AD-M/NFAC: (27 Sept 1978)
Distribution.

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14 September 1978

STATINTL

MEMORANDUM FOR: [REDACTED] Associate Director-Management/NFAC
SUBJECT : Criteria for selection of GS-15 and Supergrade
Intelligence Specialists.

We would recommend that each office draw up no more than one or two fairly general "job descriptions" for a supergrade intelligence specialist. This could be followed by a more detailed discussion, providing specific examples of what type of person they would envision filling such slots. It probably would also be valuable to develop a parallel set of criteria for GS-15 analysts in order to distinguish more clearly the rationale for establishing supergrade slots. Attached is a list of possible criteria each office director could select from or add to in drawing up the appropriate job classifications.

[REDACTED]

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NFAC Management Advisory Group

Criteria for selection of GS-15
Approved For Release 2002/06/14 : CIA-RDP82T00285R000100250024-2

GS-15

Education

Recent post graduate training focused on specialization, or multidisciplinary in nature.

Experience

Appropriate foreign travel/study.
Assignment to another office in NFAC.
Completion of substantial research project/s.
Recognized as an authority within NFAC.

Skills

Foreign language proficiency.
Mathematical/statistical proficiency.
Familiarity with latest methodologies.

Ability

Exceptional Analytical Skills.
Well-developed oral and written communication, particularly briefing skills.

GS-16

More extensive, recent postgraduate training with greater emphasis on multidisciplinary skills. (Perhaps one year's sabbatical could be devoted to learning a second relevant discipline.)

Field research, preferably including foreign residency.
Assignment to another directorate or elsewhere in the Intelligence Community.
Completion of a "definitive" intelligence study (eg., primary drafter of an NIE).
Recognized as an authority within Intelligence Community or by policy-level officials.

Foreign language mastery.
Mathematical/statistical expertise.
Expert in use of latest methodologies.

Superior analytical capability.
Excellent oral and written communication and briefing skills.
Can make unique contribution to the Intelligence Community.



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